



## D4 Small Business Council Meeting Minutes

DATE: February 17, 2015

TIME: 1:00- 1:40pm

LOCATION: District 4, Mountain View Conference Room, 111 Grand Ave., Oakland, CA

### **D4 CALTRANS STAFF:**

Bijan Sartipi, District Director  
 Dan McElhinney, Chief DDD  
 Ali Banani, DDD Program / Project Mgmt  
 Bob Finney, DDD Construction  
 Premjit Rai, DDD, Administration  
 Kim Byrne, Office of Business Mgmt  
 George Crosby, Small Business Manager  
 Romy Fuentes, A&E Program  
 Adriana Harris, Small Business Program  
 Damien Harris, Office of Business Mgmt  
 Larry Jones, Design  
 Stanley Ng, Maintenance

### **HQ/AGENCY STAFF**

none

### **MEMBERS (Present/Absent)**

Arvin Chaudhary (P)  
 Marie Roberts De La Parra (P)  
 Paul Guerrero (P)  
 Diana LaCome (A)  
 Eddy Lau (A)  
 Peter Ramirez (A)

### **ALTERNATES (Present/Absent)**

Etta Jones (A)  
 Michael Price (A)  
 Miguel Barrigan (A)  
 Leslie Sakai (A)  
 MC Yu (P)  
 Anthony DeVenuta (A)

### **REPRESENTING**

ACEC CA  
 OAACC - WRSDC  
 La Raza Roundtable  
 NCA  
 AAAE  
 SDVOC

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### **Item #1: Introductions**

District 4 Director Bijan Sartipi welcomed everyone to the February meeting, and the attendees introduced themselves.

### **Item #2: Approval of Minutes**

#### **December 16, 2014 Minutes:**

Motion: Mr. Paul Guerrero. Second: Mr. Arvin Chaudhary. Opposed: None; Approved by consensus.

### **Item #3: District 4 Updates**

#### **A&E Update:**

Mr. Sartipi introduced Mr. Romy Fuentes who presented the A&E report. Mr. Fuentes said that there were 5 executed A&E reports for the period since February 2014. He added that contracts are typically 3 years and most have been executed in the last year or so. Mr. Fuentes said also that there were 3 non-A&E contracts that had been issued since May 2014, all of which had been awarded to small businesses. He let the council know that there were 2 A&E contracts that would be advertised soon: EA #04-NEW457-15 in February and EA #04-NEW464-15 in March. He added that the 2 non-A&E contracts would be advertised in March (EA #04-NEW461-15 and EA #04A4654). Mr. Sartipi asked about the quarterly report, and Mr. Fuentes said that he would present it at the next meeting.

# Approved 4-21-15

## **Construction Update:**

Mr. Sartipi introduced Mr. Bob Finney to provide the Construction update. In the Projects Bid Opened / Currently Awaiting Award section, Mr. Finney updated the council that Gordon N. Ball had been the apparent low bidder on EA #2G8601 and EA #1SS021; however, the company was subsequently found to be non-responsive. The second low bidder for EA #2G8601 is Granite Rock Company and for EA #1SS021 is RGW. He added that currently these projects are in court.

## **Maintenance Update:**

Mr. Sartipi introduced Mr. Stanley Ng who provided the Maintenance report. Mr. Ng noted that since the last report, District Director's Order EA #3J0904 had been awarded to Nor-Cal Concrete, an SBE.

## **Design Update:**

Mr. Sartipi introduced Mr. Larry Jones to provide the Design update. Mr. Jones updated the council that EA #2L6901 has been cancelled. Mr. Dan McElhinney asked if there was another project in line to capture the funding, and Mr. Jones said that there isn't that mechanism.

## **District 4 Small Business Update:**

Mr. Sartipi introduced Mr. George Crosby to present the Small Business report. Mr. Crosby drew the council's attention to 2 flyers. The first was for a B2B Matchmaking Event on February 26<sup>th</sup> on Treasure Island. The other was for the 2015 Contactors Suppliers Expo on March 20<sup>th</sup> at O. Co. Coliseum. Mr. Crosby reported that on January 30<sup>th</sup> Mr. Nesbitt and Ms. Harris attended a meeting of LaRaza Roundtable, Mr. Guerrero's organization. Mr. Crosby also reminded council members to send in their annual renewal letters.

## **Item #4: Review of Action Items**

Mr. Premjit Rai reported that there were no open action items.

## **Item #5: New Business**

There was no new business.

## **Item #6: Adjourn**

Mr. Sartipi adjourned the February meeting and said that the next meeting would be on Tuesday, April 21, 2015.

## **2015 D4 SBC Upcoming Meeting Schedule**

April 21  
June 16  
August 18  
October 20  
December 15

*The D4 SBC meets every other month in the Executive Conference Room 15-200, 111 Grand Avenue, Oakland, CA 94612. Meetings begin at 1pm and run until about 2:00.*